



STATE OF MAINE
MAINE REVENUE SERVICES
24 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0024

ADMINISTRATIVE & FINANCIAL
SERVICE

REBECCA M. WYKE
COMMISSIONER

John Elias Baldacci
GOVERNOR

JEROME D. GERARD
ACTING EXECUTIVE DIRECTOR

**APPLICATION FOR SALE/USE TAX EXEMPTION CERTIFICATE
FOR AN INCORPORATED NONPROFIT MONASTERY OR CONVENT**

Name of Corporation _____

Name of Monastery or Convent _____

Physical Location _____

Mailing Address _____

The statute reads, "Monasteries and convents. Sales of tangible personal property to incorporated nonprofit monasteries and convents for use in their operation and maintenance. For the purpose of this subsection, "monasteries" and "convents" means the dwelling places of communities of religious persons".

Is the monastery or convent incorporated Yes ____ No ____

Send a copy of the articles of incorporation

Has the monastery or convent received 501(c) nonprofit status from the IRS? Yes ____ No ____

Send a copy of the IRS determination letter indicating 501(c) nonprofit status

IN ORDER TO PROCESS THE APPLICATION THE FOLLOWING MUST BE INCLUDED

1. Copy of the Articles of Incorporation, as well as a copy of the Constitution and/or By-law
2. Copy of the IRS determination letter indicating 501(c) nonprofit status

I hereby certify that _____ is an incorporated non-profit monastery or convent. I therefore request that a sales/use tax exemption certificate be issued to the above organization pursuant to Title 36 MRSA §1760 (65).

Date: _____

Signature: _____

Tel: _____

Print Name: _____

Fed ID# _____

Title: _____

Date Facility Opened: _____

ST-R-02

